

IEP Review Request

Date: [Insert Date]

[Recipient's Name]

[Recipient's Title]

[School's Name]

[School's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to formally request a review of my child's Individualized Education Plan (IEP) for [Child's Name], who is currently enrolled in [Grade/Class Name].

As we move through this academic year, I have observed some areas where [Child's Name] may need adjustments to their current IEP. I believe a review would be beneficial to discuss necessary changes and ensure the best support for [his/her/their] educational success.

I would appreciate the opportunity to meet with you and the IEP team to discuss this matter in detail. Please let me know your available times for a meeting. I look forward to working together to support [Child's Name]'s education.

Thank you for your attention to this important matter.

Sincerely,

[Your Name]

[Your Contact Information]